TOWN OF PLEASANT VALLEY TOWN BOARD

TOWN BOARD RESOLUTION NO.: 131/2016

RE: ADOPTION OF FEE SCHEDULE FOR THE ZONING AND BUILDING DEPARTMENT

WHEREAS, the Zoning Administrator has recommended revising the Town of Pleasant Valley Fee Schedule to address increased administrative costs associated with zoning and building functions; and

WHEREAS, the Town Board is desirous of amending the Fee Schedule at this time in order to add to the Town of Pleasant Valley Fee Schedule a fee for the renewal of the "Residential, Manufactured, Mobile Homes" building permit of 50% of the original permit fee; now, therefore, be it

RESOLVED, that effective immediately and for all building permits issued after the adoption of the Fee Schedule annexed hereto which shall be the Fee Schedule of the Town of Pleasant Valley with the addition of the general building permit renewal fee for the renewal of "Residential, Manufactured, Mobile Homes" of 50% of the original permit fee, until further amended by the Town Board; and be it further

RESOLVED, that this fee shall not be applicable to any building permits already approved as of the adoption of this resolution.

MOTIONED BY: _____

SECONDED BY: _____

DATED: August 10, 2016

ROLL CALL:	AYE	NAY
Councilman Albrecht	____	____
Councilman Becker	____	____
Councilwoman Gross	____	____
Councilman Nicholson	____	____
Supervisor Figliozzi	____	____

TOWN OF PLEASANT VALLEY

Schedule of Fees

I. APPLICATION FEES

Planning

A. Site Plan

1. Site Plan with or without construction	$500
2. Escrow	*See Escrow Fund Schedule*
3. Recreation Fee (multi-family, apts., condos, mobile homes)	$4000 per residential unit
4. Site Plan, with no physical activities	$100
5. Minor modification	$100
6. Flood Plain Development Permit	$200

B. Subdivision

1. Application Fee	$500 + $100 per lot
2. Escrow	*See Escrow Fund Schedule*
3. Recreation Fee	$4000 per lot

C. Sign Permit

1. Application Fee	$100
2. Escrow	*See Escrow Fund Schedule*

D. Lot Line Realignment

1. Application Fee	$100
2. Escrow	*See Escrow Fund Schedule*

E. Home Occupation without Construction or Site Plan changes	$100
F. Forestry Permit	$100

Town Board

A. Zoning Amendment

1. Application Fee	$250
2. Escrow	*See Escrow Fund Schedule*

Zoning

A. Zoning Board of Appeals	
1. Application Fee	
(a) Special Use Permit	$250
(i) Recreation Fee if application includes residential dwelling units	$4000 per unit
(ii) Recreation Fee for accessory dwelling unit	$2,000
(b) Variance	$250
(c) Interpretation	$100
(d) Special Use Permit for Home Occupation without Construction or site plan changes	$100
2. Escrow	*See Escrow Fund Schedule*
B. Administrator	
1. Abstract Letter/Municipal Search	
Residential	$100
Commercial	$150
2. General Inspection	$100

Building (Permits)

A. Residential, manufactured, Mobile Homes	.50 per sq. ft.*
(i) Renewals	50% of original permit fee
B. Commercial	.60 per sq. ft.*
	*$100 minimum
C. Agricultural buildings in Agricultural Districts Pursuant to New York State Agriculture and Markets Law § 305 a(1)	
(i) Application	.15 per sq. ft.**
	**$750 maximum
(ii) Inspection fee	$100 per inspection ***
	*** $200 maximum
D. Roof Replacement (structural)	$100
E. Pool Permit	
Above ground	$100
In-ground	$200
F. Demolition Permit	
Residential	$100
Commercial	$100
G. Supplemental Heating Device (woodstove, pellet stove, Gas fireplaces, etc.)	$100
H. Occupancy change for Commercial Use	$100 no physical changes
	$200 with physical changes
(requires review by fire and zoning administrator)	
I. Electrical	$100

J. Start-up/Fit-up	$100

Fire Inspection

A. Up to 1000 sq. ft	$50
B. 1000 sq. ft.-5000 sq.ft	$100
C. Over 5000 sq. ft	$150
D. Oil Tank abandonment/replacement Above or Underground	$100

Highway Department

A. Highway/Driveway Permits	$200
B. Escrow	*See Escrow Fund Schedule*

Wetland Permits

A. Application Fee	$200
B. Escrow	*See Escrow Fund Schedule*

All fees doubled for as-built conditions.
Building permits are good for one year from date of issuance. Permits must be renewed annually.

II. ESCROW FUND SCHEDULE

A. GENERAL

In order to ensure that the cost of any Engineering, SEQR Experts, Planning, Legal or other Consultants' Fees incurred by the Town of Pleasant Valley with respect to matters before the Planning Board or Zoning Board or Town Board or any other Town of Pleasant Valley agency or Department (each, individually, a "Board") are borne by the applicants, Escrow Funds shall be submitted by the applicants in every instance described herein. Upon filing an application for any of the following: Subdivision, Site Plan, Rezoning, Variance, Zoning Interpretation, Lot Line Realignment, Wetland Permit, Special Use Permit or any other principal or ancillary land use or development permits or approvals permitted or required under the Town Code, and prior to being placed on any agenda, the applicant shall deposit with the clerk of the respective Board from which it seeks approval (each a "Clerk"), a sum of money in accordance with the table below. The Chairman of a Board shall authorize requests for payment of all fees charged by any Consultants employed by their Board with respect to the applicant's project. "Consultants" shall include without limitation, attorneys, engineers, planners, wetland review professionals, and any other services used by the reviewing Board(s) for purposes of (1) engineering, scientific land use planning, environmental or legal reviews of the adequacy or substantive details of applications for any permit or approval and/or (2) to assist in assuring or enforcing an applicant's compliance with the terms and conditions of any such permits or approvals. Said fees shall be submitted by voucher and paid as approved by the Town Board. Upon completion or withdrawal of a project,

and upon a certification by the Clerk of a Board indicating that there are no outstanding professional fees yet unbilled or unpaid, any funds remaining on deposit at the conclusion or withdrawal of the project shall be refunded to the applicant. If the Escrow Fund is depleted to the amount set forth in Subparagraph "B" herein, prior to completion of the project reviews, the applicant shall reimburse the Escrow Fund as stated therein. If the applicant fails to reimburse the Escrow Fund, the reviewing Board(s) shall cease all reviews of the applicant's project. The Town shall not schedule any applicant for appearances before any Board to discuss any application unless and until the Escrow Funds have been paid. The reviewing Board(s) shall strictly enforce these regulations. In the case of a site plan or subdivision application, in no event shall the chairman sign the final site plan or subdivision plat unless and until all Consultant fees incurred by the applicant have been paid. In all cases, a Certificate of Occupancy shall not be issued unless and until all Consultant fees incurred by the applicant have been paid.

Notwithstanding the provisions of the preceding paragraph, escrow fees may be waived, only upon express resolution of the reviewing Board wherein such Board clearly finds that the subject application is not of such substantial nature as to require consultant review. If at any time during the review process, the Board determines that consultant review is necessary or appropriate, then, notwithstanding any waiver previously granted, it may invoke the provisions of the preceding paragraph which shall be fully applicable as if no waiver had ever been granted.

B. CALCULATION OF ESCROW FUND

Application Type	Initial Deposit	Depleted to	Replenishment amount
Subdivision			Current Bills +
2-5 lots	$ 2,500	$1,000	$1,000
6-15 lots	$ 3,000	$1,000	$1,500
16-29 lots	$5,500	$1,500	$2,500
> 29 lots	$10,000	$2,500	$5,000
Lot Line Realignments	$1,000	$500	Current Bills + $500
Special Use Permits *	$2,500	$1,000	Current Bills + $1,500
Zoning Amendment	$5,000	$1,000	Current Bills + $2,500
Site Plan			Current Bills +
Single Family Residential	$2,000	$500	$1,000
Multi-Family Residential	$1,000 per unit	$250 per unit	$500 per unit
Commercial			
10,000 sf or less	$2,500	$1,000	$1,500
> 10,000 sf	$5,000	$1,000	$2,500
Variances *			Current Bills +
Area			
Residential	$1,000	$500	$1,000
Commercial	$2,500	$1,000	$1,500
Use	$2,500	$1,000	$1,500
ZBA Interpretation*	$1,000	$500	Current Bills + $1,000
Wetland Permit	$1,000	$500	Current Bills + $750
Highway/Driveway Permit	$1,000	$500	Current Bills + $750
Sign Permits	$ 250	$100	Current Bills +$250**

* Where required by the Zoning Board of Appeals pursuant to Local Law 2 of 2009.

** The replenishment amounts may be increased to Current Bills + $500 depending upon the complexity of the sign permit application being considered at the discretion of the Zoning Administrator.

III. REVISIONS.

The Town Board of the Town of Pleasant Valley may revise these regulations by resolution adopted at a duly authorized meeting of the Town Board. Fees are refundable when the Town Board deems that they should be refunded.
Revised August 1, 1996
Revised August 9, 2000
Revised September 13, 2000
Revised June 11, 2003 (Abstract fee)
Revised August 10, 2005
Revised January 14, 2009
Revised February 4, 2009
Revised November 18, 2009
Revised October 12, 2011
Revised December 12, 2012
Revised July 16, 2014
Revised November 12, 2014
Revised February 10, 2016
Revised August 10, 2016